



CHAIRMAN'S MEMORANDUM

NO. 3-2007 March 21, 2007

TO: SHERIFFS, CHIEF ADMINISTRATIVE OFFICERS, COMMISSIONERS OF CORRECTION

RE: UPCOMING NYSPIN CONVERSION

The Commission has been notified that the New York Statewide Police Information Network (NYSPIN) will no longer be handling the transmission of the daily download files for the Jails Daily Population Reporting System (JDPRS). The current target date for this to occur is June 2007. This means that the nightly population counts, required to be submitted from each local correctional facility, will need to be handled in a different manner to insure that the Commission can receive timely and accurate accounts of inmate population statistics.

The Commission, in cooperation with the Division of Criminal Justice Services (DCJS) and the Integrated Justice Advisory Board (IJAB), are working on a conversion that will allow all facilities to report their required information using their eJusticeNY connection. Once NYSPIN is no longer functional, this will be the required method of entering the data. In order to prepare for this eventuality, DCJS will be conducting a survey of all agencies currently reporting information to the Commission to assure that there is a connection to eJusticeNY. For those agencies that do not currently have one, IJAB will assist you in establishing a connection.

For the period prior to the NYSPIN cut-off date, DCJS will be running some dual data entry tests to make sure that the new system works. We will request that you put the information into the NYSPIN system as well as the eJusticeNY system each night during this period of testing to assure that the new system is functional and that all data imported to the Commission's data base is accurate. This will be accomplished by comparing reports from the old NYSPIN system and the new eJusticeNY system to determine if they are identical and fixing areas that are found to be incorrect.

The Commission may add some additional data elements to be reported, such as the number of pre-arraigned inmates who are held in those counties specifically authorized by Correction Law 500-a to house them. When the JDPRS was first formulated, this was not envisioned and therefore no data reporting was required for this sub-category of inmates. The balance of the data will remain the same as it currently is configured. The Commission will forward to each jail whatever changes will be added to the JDPRS with enough lead time so that you may design a reporting mechanism internally that will capture this information in time for the June conversion.

New York State Commission of Correction
80 Wolf Road, 4th Floor
Albany, New York 12205
(518) 485-2346

Daniel L. Stewart, Chairman

Frederick C. Lamy, Commissioner
Frances T. Sullivan, Commissioner

Training will be provided on the eJusticeNY access and the new JDPRS system prior to the switch over to eJusticeNY is made so that everyone will be familiar with the system. Any questions on accessing eJusticeNY should contact the Customer Contact Center (CCC) at 1-800-262-DCJS (3257).

Daniel L. Stewart, Chairman

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